

KREWE OF ANN JEFFREY BYLAWS

ARTICLE I

NAME

The name of this organization is the *Krewe of Ann Jeffrey*, hereinafter referred to as KAJ.

ARTICLE II

GENERAL PURPOSE

The purpose of this organization is to bring together a group of community directed women, in order to foster a spirit of friendship, co-operation, and camaraderie, and to participate in area parades, events, and other Krewe activities.

KAJ does not engage in any political or commercial for-profit activities. In addition, no members of KAJ, nor its representatives, can be utilized in any way for political or commercial purposes, including, but not limited to publications, solicitations, distributions, or any other non Krewe purposes. Also prohibited is the use of the KAJ name, logo, costume, and its likeness without permission of the *Krewe of Ann Jeffrey* Board of Directors.

KAJ in no way guarantees its members participation in area parades or other Krewe-sponsored events.

KAJ supports local and national charitable organizations as agreed on by KAJ membership.

ARTICLE III

STRUCTURE

The Krewe membership will not exceed 75 members. In the event of the dissolution of the organization, and after payment of all expenses, any remaining assets are delivered to the official designated charity as decided by the BOD at the time of dissolution.

The Fiscal Year and Calendar Year for the organization are one and the same and are June 1 to May 31 of any calendar year.

ARTICLE IV

BOARD OF DIRECTORS

The Board of Directors consists of the President, the Vice-President, the Secretary, the Treasurer, the immediate Past President and four Board Members at Large. Founders who are current members may participate in discussion at all board meetings; they are unable to cast votes. The Founders include Nancy Bernstein, Linda Buick, Kimberly Duncan, Michele Edmonson, Kacey Griffin, Terri Keirn, Renee King, Megan Kirchen, Mary Moroney, Rhody Nuccio, and Susan Toll.

The Board of Directors directs the activities of KAJ in accordance with these bylaws. These activities include, but are not limited to, establishing the membership requirements, adjusting the dues structure, and scheduling additional meetings or functions of the Krewe. All Board members must attend 8 out of 12 monthly meetings in order to remain on the Board. In addition, the Board of Directors appoints the Bylaws Committee and the Elections Committee to consist of one Board Member and two others from the general membership.

Section 1— Duties:

PRESIDENT

The President oversees, assists and supports all Board Members and Committee Chairs, conducts BOD meetings and general membership meetings. She will enforce the Board of Directors' vote to remove Committee Chairs and can remove sitting Board Members for failure to perform their duties in accordance with Board of Director guidelines with the approval of 4 other Board members.

VICE-PRESIDENT

The Vice-President disseminates parade information as soon as possible after receiving information. This includes transportation, parking, when the float arrives at staging, and when the float leaves. She also conducts meetings in the President's absence and any other duties to facilitate the smooth functioning of KAJ.

SECRETARY

The Secretary keeps minutes of the meetings and the official copy of the bylaws, policies and procedures. She sends minutes to Board members following meetings for approval. Upon BOD approval, minutes are made available to membership. She publishes all meeting agendas and

completes and submits parade applications. She stores licenses, the articles of incorporation, and other legal documents.

TREASURER

The Treasurer responsibilities include accounts receivable and payables and the annual budget. She delivers the financial position of KAJ at every board meeting. She prepares the budget for meetings, statements, invoices, and collects monies from new members. She prepares an annual P&L statement for the May General Membership meeting.

IMMEDIATE PAST PRESIDENT

The Immediate Past President serves in an advisory capacity to the President. She authors disciplinary letters to membership for violations of policies and procedures or other infractions as determined by a vote of the Board of Directors. She will also serve as the Parliamentarian at the General Membership meeting.

BOARD MEMBERS-AT-LARGE

The Board Members-at-Large oversee committee chairs.

Section 2 — Term:

The President, Vice President, Secretary and Treasurer are elected for a two-year term. Board Members at Large are elected to a one-year term. If the Presidency is vacated, the Vice-President moves into presidency and a new Vice-President is appointed from Board Members-At-Large. Any other officer position that is vacated will also be filled by appointment by the BOD from a sitting At-Large Board member. At-Large vacancies are open to participating committee members and voted on by general membership at special meeting or by electronic survey. Any member appointed or elected to a vacant seat will serve the remainder of that seat's term.

The President, Vice President, Secretary and Treasurer may choose to run for a second term. She may not serve more than two consecutive terms in any one position. Board Members-at-Large are limited to three consecutive terms.

Section 3 — Compensation:

Board of Directors receive no compensation.

ARTICLE V

MEMBERSHIP

Section 1 — Eligibility:

Membership is by invitation with the approval of the Board of Directors. The Board of Directors reviews all applications and presents a list of eligible candidates, along with related information, at monthly board meetings where new membership is approved or declined. New member names are forwarded to the Membership Committee for follow up and welcome into KAJ. It is a necessary condition of membership in KAJ that no dual membership in other local Krewes will be permitted.

Section 2 — Application Procedure:

An individual may apply for membership any time during the year. New members are accepted into KAJ on an individual basis and must have a sponsor letter of support from a current member in order to apply for membership.

Once approved by the Board of Directors, the new Krewe member is accepted into KAJ and is required to pay the dues as specified in the membership application.

Section 3 — Dues:

The Board of Directors may vote to establish, modify, or abolish the dues structure. Annual dues notices are distributed by the Treasurer of KAJ and each member must submit full payment by July 31st. Payment after July 31^a will result in a late fee. In order to remain a member, dues, including late fees, must be paid prior to November 1^a. To reinstate membership expired more than one year, a KAJ member must pay annual dues in full along with an application fee of \$100 prior to November 1st.

Section 4 — Duties of Members:

Each member, by accepting membership in KAJ agrees to conform and abide by the bylaws of KAJ in effect at the time of such acceptance, or thereafter effective. Members are encouraged to participate in all functions of KAJ. No member may participate in any function as an official representative of the KAJ without approval of the Board of Directors.

The established distinctive costume of KAJ is required dress at all parades and functions as determined by the Board of Directors. Each Krewe member is required to be in full costume: jacket, bustier, jabot, lace cuffs, black pant, black boots (hat is optional) at the start of each parade. The costume is not to be altered in any way. No member shall allow any other person that is not a member of KAJ to wear the official costume. The official costume cannot be used in any type "dress costume," such as Halloween or Mardi Gras.

A member in good standing is one of good moral character whose dues are paid in full.

The organization desires to produce a positive and pleasing appearance at all functions for our members and the spectators. Participants will not engage in inappropriate, profane or obscene behavior. All members are required to cooperate with all parade officials and ensure that those requirements are met. Failure to comply with these standards or policies and procedures could result in disciplinary action or expulsion of any member.

ARTICLE VI

ELECTIONS

Section 1 — Introduction:

Elections are held at the KAJ May general membership meeting.

No Krewe member may serve in more than one elected *KAJ* office at any time.

Any nominee must be a current member in good standing of KAJ. Each member may cast one vote for each office and the nominee who receives the most votes takes office June 1st

Section 2 — Eligibility:

To be eligible to run for the President, Vice President, Secretary and Treasurer positions, the member must have served on the Board 2 of the past 5 years.

There are 4 Board at Large positions. 2 seats will be agreed to and appointed by the sitting President, Vice President, Secretary, Treasurer and Immediate Past President from the current Board at Large or committee participation members. The remaining 2 seats will be voted on by the general membership. Candidates will submit their names to the Elections Committee for inclusion on the ballot. Nominations will also be accepted from the floor only when no other qualified members can or are willing to run.

ARTICLE VII

MEETINGS

General membership meets in January, May, August & November to discuss the business of parades, events, and other items of mutual interest. Meetings are open only to KAJ members and special guests who are invited and approved by the President.

Additional meetings or events may be called by the President to conduct Krewe business.

Fifty-one percent or more of the members at a meeting constitute a quorum. Each member has one vote. A majority vote of members at a meeting at which a quorum is present, constitutes an official act of KAJ. No vote is considered valid unless all members are notified at least one week in advance of the meeting at which the vote is taken.

ARTICLE VIII

PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Krewe in all cases to which they are applicable and in which they are not inconsistent with these bylaws and the policies and procedures. The Board of Directors has the authority to implement policies and procedures.

ARTICLE IX

BYLAWS

These bylaws may be amended by a 66 percent vote of all KAJ members at a regular meeting or a special meeting called for that purpose. KAJ members must be notified of this meeting and sent, via email, electronic survey, or website posting, a copy of the Bylaws, with the proposed amendments, at least thirty days in advance. The bylaws will be reviewed at least two times per year.

AMENDMENTS

Amendments to these bylaws may be proposed by the Board or the general membership. These Bylaws may be amended or repealed wholly or in part.

ARTICLE X

DISCIPLINARY ACTIONS AND PROCEDURES

Section 1 — Introduction:

All members of KAJ are expected to conduct themselves in such a manner as not to bring discredit upon themselves, their families, or KAJ. This includes the use of illegal drugs, drunk and disorderly conduct, and unlawful behavior. Actions of this nature are subject to review by the Board of Directors.

Section 2 — Complaints:

Any member of KAJ who has a complaint filed against her shall be advised immediately of the complaint and its nature. The Board of Directors shall then make arrangements to hear the member's reply to the complaint, at which time they decide to reprimand the member, suspend, expel or quash the complaint in total.

Section 3 — Expulsion of Members:

The Board of Directors may expel any member of KAJ if the situation warrants this action after the procedures outlined in Section 2 — Complaints have been followed. The membership dues are not be refunded if the member is expelled.

ARTICLE XI


LIABILITY DISCLAIMER / HOLD HARMLESS

Each member of KAJ agrees to release and absolve KAJ from any and all liability arising from any injury or personal loss of property before, during or after any activity with the Krewe as a member past or present.

Each member agrees to sign an annual Hold Harmless Form which applies to all KAJ functions.

ADOPTION

These Bylaws of the *Krewe of Ann Jeffrey* were duly adopted on the 9th day of January, 2020.

DocuSigned by:

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President, Doreen Connolly

Revised: 01/09/2020